

SUBJECT: CONTRACT WORK STATEMENT FOR COINS

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1. APPROACH: Task I must be completed first as it is designed (a) to educate the contractor on COINS and its capabilities and limitations from the point of view of both the users (intelligence analysts) and file sponsors, and (b) to collect information required by the contractor for Task II and Task III. The contractor must be prepared to implement Task I of this contract immediately which requires that the personnel assigned be cleared for TOP SECRET SI/TK.

2. TASK I: SUBSTANTIVE INTELLIGENCE WORKSHOPS (Completion date 31 March 1975)

a. PURPOSE: The contractor will develop, organize and conduct a series of workshops to demonstrate to users (intelligence analysts), file sponsors and managers throughout the COINS community, how COINS can be used today in support of selected intelligence problems and could be used to a greater extent if additional on-line information handling tools were available in COINS (i.e., capability other than query and response). Each of the two workshops should be designed to run 2 days and accommodate 20-30 people from approximately 10 different participating agencies. The substantive intelligence problem areas have been selected to involve:

(1) A set of inter-related COINS files on a given substantive intelligence problem wherein at least one file resides in each host file processing system in COINS (i.e., DIA, NPIC & NSA).

(2) The substantive intelligence analysts in a number of the organizations participating in COINS who are working on a common substantive intelligence problem including the file sponsors.

b. SUBSTANTIVE INTELLIGENCE PROBLEMS: Following are the ~~two~~ substantive intelligence problem areas around which the ~~contractor~~ will develop these workshops. In addition, for each problem identified some of the current COINS files that could be used in these workshops have been identified.

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c. SUB-TASKS: For each of the aforementioned problem areas the contractor will accomplish the following tasks in developing the material for the workshop:

(1) Develop a number of scenarios (i.e., five scenarios for each problem) for use in the workshop based on actual operational situations demonstrating the operational requirements of

different organizations for the inter-system or cross-file correlation of information from different COINS files in different systems.

(2) ~~Describe the on-line tools~~ that need to be developed for COINS II to aid the analysts in automatically correlating ~~information~~ retrieved from files in different systems. Identify existing, available information handling tools in the other networks (e.g., ARPA) that may be applied to the problem.

(3) Review users procedures and tools for accessing files and methods for correlating information today identifying areas for improvement.

(4) Develop material and aids for the workshops including slides.

d. DELIVERABLE PRODUCTS: The following products will be delivered by the contractor to the COINS PMO for each of the aforementioned tasks.

(1) A detailed report (10 copies) on the results of tasks on each of the aforementioned substantive intelligence problems. This report will contain three sets of recommendations:

(a) What could be done to improve correlating information in the short term with minor changes to the files and systems?

(b) What could be done in the long-term with major changes in the files and the system?

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(c) What information tools now available or are scheduled to become available should be used in the future COINS network and what new tools need to be developed?

(2) The COINS PMO and the contractor will organize and conduct a workshop for each problem identified above for the intelligence analysts and file sponsor involved in each of the substantive intelligence problems identified here. The workshops will be held at a date and place mutually acceptable to the contractor and COINS Project Manager. Material developed for the workshops including the scenarios handouts and slides will become the property of the COINS PMO when this contract is completed for use in one or more of the training schools.

#### OBJECTIVES

(1) To train, motivate and inform a selected group of intelligence analysts, file sponsors and managers about the capabilities of COINS.

(2) To identify areas of improvement in COINS both immediate and long term for user, file sponsors, systems personnel and management.

(3) To identify new on-line tools to aid both substantive intelligence analysts and file sponsors.

(4) To prepare training material and aids for the workshops which can also be used in one or more of the intelligence schools.

F. GOVERNMENT WILL PROVIDE:

(1) Facility to build and make classified slides to be used in the workshop.

(2) Reproduction facilities to make necessary copies for use in the workshop.

(3) Cleared facilities to hold workshop.

(4) Orientations briefing on COINS and each COINS file to be covered in each workshop including a review of users support aids available for these files. (Users Guides, EOC, TOCOL, etc.)

~~(5) The COINS Users Support Panel will monitor this~~ task. Specifically, it will assist the contractor in collecting information, arranging for the workshops and developing realistic scenarios.

(6) The COINS PMO will make the necessary queries for the contractors as they are not authorized direct access to the terminal.

g. COMPLETION DATE: 31 March 1975

h. LEVEL OF EFFORT: 15 man-months of effort

3. TASK II: SURVEY AND DEMONSTRATIONS OF COMPUTER BASED INFORMATION HANDLING TOOLS (Completion date 30 June 1975)

a. PURPOSE: Continue the survey and demonstrations of major computer based information handling tools currently available in

ARPA and elsewhere which could be useful to the U.S. intelligence community serviced by COINS with or without being modified. This ~~task was initially~~ conducted and funded by ASD(I) but now it is ~~being picked up~~ by the COINS PMO and expanded.

b. OBJECTIVES

(1) Acquaint the intelligence community serviced by COINS with a variety of computer based information handling tools available and how they might be useful to the intelligence community.

(2) Assemble information required for use in TASK III of this contract.

c. DELIVERABLE PRODUCTS: The contractor will:

(1) Submit a written report (10 copies) cataloging those computer based information handling tools surveyed indicating:

(a) Which ones have been demonstrated, and

(b) How they could be used by the intelligence community.

(2) Prepare and organize a number of demonstrations throughout the intelligence community of these computer based information handling tools at times and places mutually acceptable to the contractor and COINS Project Manager. The demonstrations including the procedures and data need not be classified but the discussions accompanying the demonstrations may be classified to illustrate how the product being demonstrated could be used by the intelligence community.

d. GOVERNMENT PROVISIONS: The government will provide space and facilities to conduct demonstrations including announcements.

e. COMPLETION DATE: 30 June 1975.

f. LEVEL OF EFFORT: 6 man-months of effort

~~TASK III: TECHNOLOGY-TRANSFER RESEARCH FACILITY (Com-~~  
~~pletion date 30, 1975)~~

a. Based on the results of TASK I, and TASK II the contractor will deliver a report containing the detailed design specifications for a "technology-transfer research facility" to be implemented in the COINS network in FY-77. In preparing this report, consideration should be given to the National Software Works now being funded by ARPA. At a minimum this report should contain:

(1) Identity of the computer systems and their configurations which could be used for this facility, including system software and diagrams of the hardware and software systems. The advantages and disadvantages of each system should be identified.

(2) Details on the application software packages to be made available by this facility: In some cases they will be:

(a) Existing software packages which can be transferred with little or no modifications, while in other cases they will have to be reprogrammed or modified.

(b) In other cases new information handling tools will have to be developed.

(3) Staffing requirements and annual operating costs of the facility.

(4) Operating procedures, including procedures for conducting information handling experiments in the facility and the transfer of useful information handling tools from the research facility to any operational system for continual use.

(5) A list of the major on-line tools to be used in conducting experiments after the facility is installed and becomes operational.

(6) Milestone chart of the major events required to implement such a facility and to conduct the first five information handling experiments including the training of intelligence analysts.

(7) Summary of resources (i.e., manpower and dollars) required to implement such a facility and to conduct the first five information handling experiments, including training of intelligence analysts.

(8) List of the advantages and benefits to be derived by the COINS community from the establishment of such a facility in the COINS network as well as the disadvantages.

(9) Procedures for training intelligence analysts to use the facility and how such training will be conducted.

b. In addition to preparing a written report (10 copies), the contractor will prepare a one-hour briefing for delivery to senior management in each of the participating agencies. It is anticipated that this one-hour briefing will be given approximately 10 to 12 times. Slides and briefing aids will become the property of the COINS PMO.

c. COMPLETION DATE: 30 June 1975

d. LEVEL OF EFFORT: 15 man-months of effort



6. SUMMARY

	<u>COMPLETION DATE</u>	<u>MAN-MONTHS OF EFFORT</u>	<u>SECURITY CLEARANCE OF CONTRACTOR</u>
a. TASK I	31 March 1975	15MM	TOP SECRET SI/TK
b. TASK II	30 June 1975	6MM	TOP SECRET
c. TASK III	30 June 1975	15MM	TOP SECRET SI/TK

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36 man-months

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